

JOB ANNOUNCEMENT

Berrien County Trial Court - Misdemeanor Probation
St. Joseph, MI - December 2003

CHIEF PROBATION OFFICER: (\$35,165 - \$47,124 plus fringe benefits) Full time position available in Berrien County, Michigan, with the Misdemeanor Probation Department.

QUALIFICATIONS: Master's degree from an accredited college or university in criminal justice, behavior sciences or a related human service field. Minimum one year of paid full time experience as a supervisor in a probation office or related social agency; **OR** a bachelor's degree from an accredited college or university in criminal justice, behavioral sciences or in a related human service field. Minimum of three years of paid full time experience as a supervisor in a probation office or in a related social agency.

RESPONSIBILITIES: The chief probation officer administers and supervises the Trial Court Misdemeanor Probation Department which includes full time probation officers, a case compliance officer, and clerical staff in two court locations. The chief probation officer initiates, oversees, and participates in the development and implementation of effective, responsive misdemeanor probation and rehabilitation programs and services.

NOTE: State mandated certification, Assessment Referral Management Specialist I (ARMS-I), substance abuse counseling and assessments is required within one year of employment. The Trial Court has three locations. An employee may be assigned to work in any one of the three court locations.

BERRIEN COUNTY, MICHIGAN - A great place to live and work. Berrien County is located in the southwest corner of the state. It is bordered on the west by 42 miles of Lake Michigan shoreline and on the south by the State of Indiana. Berrien County has a diversified economic base with its manufacturing, agriculture, tourism, and service industries. With the Lake Michigan resource and 306 inland lakes and rivers, Berrien County is a popular tourism destination, which is enhanced by the unique farm markets that abound within the area. The County's central location (fifty-four percent of U.S. manufacturing and sixty-five percent of Canadian manufacturing are within 500 miles) is serviced by major highways, airports, rail, and commercial ports which contribute to maintenance of the strong diversification of the economic base.

APPLICATION FOR THIS POSITION CAN BE OBTAINED AT THE FOLLOWING:

**PERSONNEL DEPARTMENT, BERRIEN COUNTY ADMINISTRATION BUILDING
701 MAIN STREET, ST. JOSEPH, MICHIGAN 49085
BETWEEN 8:30 A.M. AND 5:00 P.M.**

**JOB HOTLINE (269) 983-7111, EXT. 8919
BERRIEN COUNTY WEB SITE: www.berriencounty.org**

Equal Opportunity Employer